

Connecticut Academy of Fine Arts  
113<sup>th</sup> Annual Exhibition July 1 – August 9, 2024  
**INSTRUCTIONS FOR ACCEPTED WORK**

Upon acceptance and prior to carry-in or shipping works, artists will be emailed a specific exhibition label from CAFA. The exhibition label must be printed and firmly attached to your artwork (rear of painting, or base of sculpture). Please inform CAFA ahead of time if you are planning on shipping your work.

**DELIVERY AND PICK UP OF  
PRE-ACCEPTED CARRY-IN WORKS**

**Carry-in works can be brought directly to:**  
Slater Memorial Museum (SMM)  
108 Crescent Street, Norwich, CT 06360

Saturday, June 22                    10am - 12pm  
Monday, June 24                    10am - 12pm

**End of show pick-up:**

Saturday, August 10                10am - 12pm  
Monday, August 12                10am - 12pm

Strictly no work is to be removed from the exhibition on or before August 9. Unclaimed work after 12pm, August 12 will be subject to a \$75 per piece per day late fee. NO EXCEPTIONS.

**DELIVERY AND RETURN OF SHIPPED WORKS**

**Shipped works should be sent to:**  
Connecticut Academy of Fine Arts (CAFA)  
213 Pequot Ave, Mystic, CT 06355

All shipped works must be received by CAFA no later than June 19, 2024.

SMM will not accept any shipped work to the gallery.

The artist is responsible for all shipping costs and in-transit insurance to and from the above address. Shipped artwork must be sent prepaid and in good quality substantial, reusable containers. See the prospectus for size and weight restrictions. Shipped entries must use Plexiglas if required by the work. No responsibility will be taken for return shipping if packaging material and container are not properly suited or prepared for transportation. Instructions and payment for return shipping and a self-addressed shipping label should accompany the delivered artwork. **(Prepaid UPS or FedEx label for return shipping is required). No COD's will be accepted. A \$25 handling fee along with a pre-paid return shipping label must be included.**

**This fee covers:**

- Receiving and storage of artwork
- Delivery of art to gallery
- Unpack and repack artwork
- Storage of packaging
- Pick-up of artwork at end of show
- Re-shipment of work with your return label

**Please include for shipment:**

- Your printed **exhibition label** attached to your work (rear of painting, base of sculpture)
- Your prepaid shipping label for return freight
- Your contact information
- A check made out to CAFA for \$25

When your package arrives, you will be contacted if there are any discrepancies. CAFA and its agents cannot be held responsible for damage. Liability coverage is best covered by your own policy. If you prefer to use a bonded carrier, we can put you in contact with one.

**Policy**

CAFA retains the right to deny exhibiting any work that has been misrepresented through the online process. Jurors will consider the entire artwork represented, including the frame.

CAFA and SMM assume the right to photograph any work for catalog or publicity purposes.

We suggest that artists carry their own insurance. Neither CAFA or SMM, nor anyone connected with the exhibit will be responsible for loss or damage however caused. The submission of works to the exhibition constitutes an agreement on the part of the artist or artist's agent to these conditions

**Opening Reception and Award Presentation**

Thursday, July 11, 2024 5 - 7pm Awards: 6pm

**All enquiries**

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